



2015 Governor's Award for Leadership in Management Instructions and Timeline

Background

The Governor's Award for Leadership in Management recognizes managers in state government who exemplify performance in what they accomplish, as well as how they have done it. In soliciting nominations, we seek candidates who have delivered measurable, significant, sustainable improvements and who also exemplify the values and behaviors integral to a performance-driven culture. The award continues a tradition in recognizing excellence in management.

Timeline

January, 2015	2015 Nomination process opens
March 9, 2015	Nomination Deadline
April 2015	Selection Committee meets
By May 15, 2015	Agencies recognize their nominees
June 2015	Winners Announced & Awards Luncheon for winners

Criteria

This criterion relates to the business results obtained by the manager and how the manager organizes resources and leads staff in order to achieve goals. Successful candidates will be those who meet the following criteria as outlined:

- 1. Performance Results** – An effective manager is one who can clearly demonstrate, in terms that are relevant to key stakeholders, what they have accomplished. To be considered for an award, a candidate must have delivered significant, measurable, sustainable improvements in the following dimensions of a program or support service function:
 - Results for the public: quality, delivery time, cost
 - Organizational and employee performance: productivity, morale
 - Risk management: safety, cost-avoidance, compliance.
- 2. Personal Attributes** - Good managers set the example for others. To be considered for an award a candidate must demonstrate all of the following attributes described with data and examples:
 - **Visionary:** clearly expresses a vision of where the organization needs to be and inspires others to action and helps identify the strategies to achieve the vision.
 - **Global Thinking** – sees the inter-relationship of systems within the organization and state structure and leads in a manner that optimizes results for all stakeholders.
 - **Informed Decision-Making:** integrates relevant data with good judgment to make timely, informed decisions.
 - **Collaboration:** promotes teamwork and engages others appropriately as partners in achieving shared goals.
 - **Communication:** shares information appropriately with peers, staff, managers and stakeholders.
 - **Employee Performance:** sets clear expectations, provides regular feedback, coaches for improvement and motivates performance.
 - **Financial Responsibility:** makes wise use of the public resources in his/her trust.
 - **Ethical Behavior:** acts with integrity, role models leadership competencies and takes pride in serving the public.
 - **Values Employees:** Demonstrates an understanding and commitment to employee safety and a diverse workforce.
 - **Work-Life Balance:** ensures that work priorities are met while balancing personal and professional obligations and recreation and encourages the same in staff.

Nomination Process

- Nominations are due in electronic (Word version) *and* signed copy format (PDF or campus mail, MS: 43113) to Leslie McGuire at Leslie.McGuire@ofm.wa.gov on the attached form on or before Monday, **March 9, 2015**.
- The nomination form must be signed by the agency director.
- It is requested agencies recognize all their nominees by early May.

Selection Process

- There is one award, with multiple winners. Winners will be selected from across the spectrum of government services and programs, including technical, professional and support services, regional and headquarters, etc.
- The Assistant Director of State Human Resources will Chair a Selection Committee, comprised of agency directors and Executive Staff from a cross-section of government functions, including service and regulatory missions, large and small agencies.
- Winners will be those who represent the cream of the crop of nominees, meeting the criteria described on page 1.
- Decision letters will be sent to agency directors for delivery to nominees.

Award Ceremony

The Governor will host the Award ceremony in June, which will be staged at the executive residence or similarly meaningful venue.